

## II. Definitions

<b>Certified Local Government (CLG)</b>	A local government whose local historic preservation program has been certified by SHPO and National Park Service. It is the local government, and not the Commission, that is certified. 36 CFR 61.
<b>Certification agreement</b>	The document signed by the chief elected official and the State Historic Preservation Officer that specifies the responsibilities agreed to as a condition of being a Certified Local Government.
<b>CLG Jurisdiction</b>	The legal and geographic boundaries of the local government. Because city and county jurisdictions are separate, city and county certified local governments must be established separately also. However, city and county certified local governments may cooperate and share purposes, subgrant agreements, reporting forms, preservation Commissioners, and local Historic Preservation Officer.
<b>Chief elected official</b>	The elected head of a local government. This official, according to federal statute, is the CLG program's official contact. This official must sign all programmatic subgrant agreements and other documents. If the local government grants signatory authority to another, such as an administrative manager, both should sign subgrant agreements and both should be kept informed.
<b>Commission</b>	A historic preservation commission, board, council, or similar collegial body that is established by local legislation, composed of professionals and persons appointed as specified in the local legislation that perform the duties and responsibilities outlined in the legislation.
<b>Commission members</b>	Duly appointed persons who demonstrated special interest, experience, or knowledge in history, architecture, or preservation-related disciplines. Commissioners are responsible to the SHPO only as representatives of the local government.
<b>Commission professionals</b>	Professionals in the disciplines of architecture, history, architectural history, planning, prehistoric and historic archeology, folklore, cultural anthropology, curation, conservation, and landscape architecture, or related disciplines.
<b>Consulting party</b>	An individual or entity providing professional advise, expertise, demonstrated interest, or legal or economic relationship to a matter. Under the provisions of 36 CFR 800, federal agencies are required to seek and consider the views of state agencies, other federal agencies, Tribal Historic Preservation Offices, local and certified local governments, local preservation groups, other interested parties, and the public in their consultation regarding information needs and possible effects to historic properties.
<b>Designation</b>	The identification and registration of properties for protection that meet criteria established by the National Register, state, or the locality for significant historic and prehistoric resources within the jurisdiction of a local government. Designation

must be consistent with the Secretary of the Interior's Standards for Identification and Registration.

**Direct costs**

Any cost that can be specifically identified with a particular preservation project or program. Direct costs include, but are not limited to, salaries, travel, equipment, and supplies directly benefiting a particular preservation project or activity.

**Historic preservation**

Includes identification, evaluation, recordation, documentation, curation, acquisition, protection, management, rehabilitation, restoration, stabilization, maintenance, research, interpretation, conservation, and education and training regarding these activities or any combination.

**Historic Preservation Fund (HPF)**

Monies appropriated to fund matching grants-in-aid program to State and Tribal Historic Preservation Offices for carrying out the purposes of the National Historic Preservation Act, as amended (16 USC 470 et seq.). By law, a minimum ten percent (10%) of each state's allocation must be subgranted to the certified local government program.

**Historic property**

Any prehistoric or historic district, site, landscape, building, structure, object, or traditional cultural property included in, or eligible for, inclusion in the National Register, including artifacts, records, and material remains related to such a property or resource.

**Indirect cost**

Any cost incurred for common or joint objectives, and which therefore cannot be identified specifically with a particular project or program without effort disproportionate to the results achieved.

**In-kind contributions**

The value of non-cash contributions provided by the subgrantee or non-federal third parties. In-kind contributions may consist of charges for nonexpendable personal property, and the value of goods and services directly benefiting and specifically identifiable to the preservation grant program.

**Integrity**

The authenticity of a property's historic identity, evidenced by the survival of physical characteristics that existed during the property's significant historic or prehistoric period. Integrity is based on seven aspects of originality: location, design, setting, materials, workmanship, feeling, and association.

**Local Historic Preservation Officer**

The local Historic Preservation Officer (HPO) coordinates local historic preservation programs, helps in the development of local surveys, projects and historic preservation planning documents, advises and provides assistance to the local historic preservation Commission, government agencies and the public, and ensures to the extent practicable, that the duties and responsibilities delegated by local ordinance are carried out.

**Local legislation**

An ordinance, resolution, or other legal instrument to meet the requirements of the certified local government program.

**Local government**

Any general purpose political subdivision of the state, such as an incorporated city, town, county, or planning district.

**Matching share**

The portion of total project or program costs not borne by the federal government and that is supplied by the subgrantee or other nonfederal third parties in cash, in-kind, or in services contributed. Also called "nonfederal share" or "cost sharing."

<b>Monitoring</b>	A performance process where programmatic and grant management aspects are reviewed via reports, audits, site visits, and other sources. The State Historic Preservation Office monitors the certified local government program.
<b>National Historic Preservation Act</b>	A federal law that established the certified local government program, National Register of Historic Places, and a process requiring federal agencies to consider the effects of their undertakings on National Register properties, and it encourages preservation on state and private lands, National Historic Preservation Act, as amended (16 USC 470 et seq.).
<b>National Register of Historic Places</b>	The national list of districts, sites, buildings, structures, and objects significant in American history, architecture, landscape, archeology, engineering, or culture, maintained by the Keeper of the National Register at the National Park Service in the Department of the Interior. 36 CFR 60.
<b>National Register criteria</b>	The established criteria for evaluating the eligibility of properties for inclusion in the National Register of Historic Places. Criterion A.) the property is associated with events that have made a significant contribution to the broad patterns of our history. Criterion B.) the property is associated with the lives of persons significant in our past. Criterion C.) the property embodies the distinctive characteristics of a type, period, or method of construction or represents the work of a master, or possesses high artistic values, or represents a significant and distinguishable entity whose components lack individual distinction. Criterion D.) the property has yielded, or is likely to yield, information important in prehistory or history.
<b>National Trust for Historic Preservation</b>	The nationwide private, nonprofit organization chartered by legislation approved by Congress on October 26, 1949, with the responsibility of encouraging public participation in preservation.
<b>Nomination</b>	A form accompanied by maps and photographs that adequately documents an individual property or district and is technically and professionally correct and sufficient. To nominate is to propose that a district, site, building, structure, or object be listed in the National Register of Historic Places or, where a private owner or majority of owners object to listing, that property be determined eligible by the Keeper of the National Register.
<b>Protection</b>	The application of measures designed to affect the physical condition of a property by defending or guarding it from deterioration, loss, or attack or to cover or shield the property from danger or injury. Also, protection means a local review process under state or local law for proposed any demolition of, changes too, or other action that may affect historic properties listed in the National Register or an established local register.
<b>Public participation</b>	The active involvement of a wide range of public, private, and professional organizations and individuals. In Montana, public participation is mandated under MCA 2-3-101 et seq.
<b>Registered historic district</b>	Any significant historic district that is listed in, and meets the criteria for, the National Register of Historic Places or an established local register.
<b>Review and compliance</b>	The federally mandated state review of an undertaking's affect on historic properties, as specified under Section 106 of the National Historic Preservation Act, as amended (16 USC 470 et seq.). If agreed upon by the SHPO and the certified local

government, this responsibility may be delegated in part or whole to the certified local government.

## **SHPO**

State Historic Preservation Office or the Montana State Historic Preservation Officer. “SHPO” is used interchangeably throughout this manual to refer to the state level organization and designated officer that oversees the state preservation programs.

## **SOI Standards**

Secretary of the Interior’s Standards and Guidelines for Archeology and Historic Preservation which provide technical information and guidance about historic preservation activities and methods. The subjects include: Preservation Planning, Identification, Evaluation, Registration, Historic Research and Documentation, Architectural and Engineering Documentation, Archeological Documentation, Treatment of Historic Properties (Restoration, Rehabilitation, Stabilization, and Reconstruction), Professional Qualifications, and Preservation Terminology.

## **Subgrant**

A pass-through award of financial assistance from the federal government, under the National Historic Preservation Act, as amended (16 USC 470 et seq.) through SHPO to a certified local government to carry out specific objectives for a specified period of time consistent with the terms of a subgrant agreement.

## **Subgrant agreement**

The written contractual agreement and any subsequently approved amendments between SHPO and a certified local government (subgrantee) in which the terms and conditions governing the grant award are stated and agreed to by both parties, and that documents the obligations of the funds.

## **Undertaking (federal undertaking)**

A project, activity, or program funded in whole, or in part, under the direct or indirect jurisdiction of a federal agency, including those carried out by or on behalf of the agency; those carried out with federal financial assistance; and those requiring a federal permit, license, or approval.

*Figure 2. Grand Union, Fort Benton.*

